

ADMINISTRATIVE - INTERNAL USE ONLY

(This Notice Expires 31 July 1975)

NOTICE NO.
LN 20-159

LN 20-159
PERSONNEL
14 May 1975

DISCONTINUED SERVICE RETIREMENT

1. DD/A Administrative Instruction No. 75-4 announces that the Directorate of Administration (DD/A) is in a surplus situation requiring some personnel ceiling reductions to meet the 30 June 1975 personnel ceiling. In order to achieve this ceiling, certain components, including the Office of Logistics (OL), have been authorized to offer the opportunity to retire under special conditions, as outlined below, to eligible and interested employees between now and 31 July 1975.

2. Projections for the OL ceiling very definitely indicate a surplus of personnel, and I am presently reviewing ways to come down to our authorized strength. Unless there are sufficient individuals within the Logistics Career Subgroup who plan to retire within the next 2 months, it will probably be necessary for this Office to conduct a surplus exercise. I have already instructed each division chief, plus a special panel, and the Logistics Career Service Board to review those employees at the lower end of the ranking scale and to identify the employees who offer least value to the career subgroup at present and in the future, in the event a surplus exercise becomes necessary. If any employee is interested in knowing his standing within the competitive ranking or if he or she has any question regarding surplus procedures, please contact the Chief, Personnel and Training Staff (P&TS), OL, [REDACTED] on extension 2657.

STATINTL

3. In order to increase the opportunity for early retirement to as many personnel as possible, the special retirement options are available to qualified employees within the career subgroup regardless of function or grade. Specifically, retirement will be available for employees who are 50 years of age and have completed 20 years of Federal service or for employees who have 25 years of creditable Federal service at any age. Annuities are reduced one-sixth of 1 percent per month (2 percent per year) for each year the individual is under age 55, if the employee retires under the Civil Service retirement system. There is no reduction

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in annuity for age under CIARDS. This option will be available only through 31 July 1975, and there is no assurance of its availability at a later date.

4. Employees interested in additional information or annuity estimates should contact [REDACTED], P&TS/OL, on ex-STATINTL tension 2596 or inquire directly to the Retirement Operations Branch, Office of Personnel, on extension 3257.

[REDACTED] ATINTL
MICHAEL J. MALANICK
Director of Logistics